Appeals Process

If, after a Superintendent's Hearing, a student has been found guilty of violating the school's *Code of Conduct, Character and Support*, a person who has a parental relationship to the student can appeal that decision as well as the imposed penalty.

To appeal the Superintendent's Hearing Decision to the Board of Education, the following steps apply:

- The parent/guardian has 10 days after receipt of the written decision from the Superintendent to appeal to the Board of Education.
- The appeal must be in writing (a letter is acceptable).
- The letter must be submitted to the Syracuse City School District Clerk.

If the appeal to the Board of Education is denied, the petitioner may appeal that decision to the New York State Commissioner of Education. To do so, the following steps must be followed:

- The petitioner has 30 days from the time the decision is received.
- The petitioner must file and serve a Notice of Petition, a Petition, and any supporting affidavit(s).

If that petition is denied, decisions of the New York State Commissioner of Education can be reviewed by a New York State Court.

Complaint Procedures

Students and parents have the right to file a complaint if they believe that there has been a violation or misapplication of a written provision of school policy or their due process rights have been violated.

Process for Making a Complaint

A student or parent with a concern about a discipline-related decision or action should first discuss the concern with the person who made the decision.

If the student or parent is not satisfied with the handing of the matter, the student or parent should file a verbal or written complaint with the school principal.

If the student or parent is still not satisfied, they may contact the Chief Ombuds Officer by email at ombuds@scsd.us or by calling (315) 435-6472. Students and parents may also contact a Student Advocate at (315) 435-6472.

It is important to note that students and parents have the right to file a verbal or written complaint and that neither the Board, nor any member of the administration or faculty, will make reprisals affecting anyone because he or she made a complaint.

Syracuse City Schools

Let's Talk!

Let's Talk!

Provide your feedback by using the district's "Let's Talk" communication system accessible on the district's website.

To access "Let's Talk" please visit **www.syracusecityschools.com**.